



Fleet and Industrial Supply Center - Norfolk, Virginia

# Supply Chest

February 3, 2006

Ready - Resourceful - Responsive!

Vol. 57 No. 2

## NAVSUP CMDP I program graduates two from FISC Norfolk

Twelve Naval Supply Systems Command (NAVSUP) employees from across the enterprise recently graduated from NAVSUP's Corporate Management Development Program I (CMDP I). The program prepares employees for taking on future command challenges.

"Our CMDP I develops program participants to become broadly and thoroughly knowledgeable about the NAVSUP enterprise," explained former NAVSUP Executive Director Jeffery Orner. "During the 18-month program, employees remain in their current position, while participating in wide-ranging, career broadening work experiences and training opportunities."

The graduates include: Timothy Adkins, Naval Inventory Control Point



COMFISCs Rear Adm. W. A. Kowba presented Tony Smith and Bonnie-Brown Murphy with their certificates marking their completion of the 18-month CMDP curriculum.

Mechanicsburg; Susan Bradley, Navy Supply Information Systems Activity; Bonnie Brown-Murphy, Fleet and Industrial Supply Center Norfolk; Peter DiRocco, Naval Inven-

tory Control Point Mechanicsburg; Eileen Duncan, Navy Supply Information Systems Activity; Troy High, Naval Inventory Control Point Mechanicsburg; Cecylia Henry, Navy Supply Information Systems Activity; Gordon Hopple, Jr., Navy Supply Information Systems Activity; Jacqueline Jackson, Naval Operational Logistics Support Center Norfolk; Ryan Mullins, Fleet and Industrial Supply Center Jacksonville; Tony Smith, Fleet and Industrial Supply Center Norfolk; and Delor Willson, Fleet and Industrial Supply Center Jacksonville.

As part of the program, the employees successfully completed and graduated from the U.S. Department of Agriculture's Graduate School Executive Leadership Program (ELP). ELP is a one-year program based on the U.S. Office of Personnel Management's Leadership Effective Framework (LEF) and designed to enhance the LEF competencies needed to become a successful government leader and manager. The ELP program consisted of various leadership training sessions, benchmarking visits, executive interviews, a senior management shadowing assignment, two developmental assignments, personal assessments, and a team project and presentation.

"I found all aspects [of CMDP] worthwhile. The NAVSUP portion of CMDP provided training and experiences specific to

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Jack Evans, Navy Supply Corps Foundation (NSCF) Executive Director, receives a check for \$12,500 from FISC Norfolk Commanding Officer Capt. Tim Ross. Capt. Ross is also president of the Hampton Roads Supply Corps Officers Association. The money will be used by the Foundation's Scholarship Fund. The NSCF scholarship program, which was the basis for the Foundation's formation three decades ago, was established to enable the Supply Corps to take care of its own and to provide children of qualifying Supply Corps personnel the financial means to pursue a college education. Today, any family member of a Foundation member or of an enlisted member (active duty, reservist, or retired) is eligible for consideration to receive financial assistance for undergraduate studies at an accredited two or four-year post-secondary school.

## Admiral's Quarters ... Secretary of the Navy 2006 priorities

The 74th Secretary of the Navy, the Honorable Donald C. Winter, was sworn in on Jan. 3, 2006 to lead our Navy and Marine Corps team. He comes to the Navy equipped with a wealth of leadership experience and a pledge for us to "remain prepared, strong and ready to meet the challenges of the future."

In his first message to the Department of the Navy, SECNAV stated that protecting America against threats will remain the primary mission. This includes a list of five priorities put in place to form the basis of his leadership:

- People
- The Global War on Terror
- Shipbuilding
- 2005 Quadrennial Defense Review Implementation
- BRAC Implementation

Those of us throughout the Commander, Fleet and Industrial Supply Centers enterprise will be dealing with many of these priorities and related issues in 2006. We are making the most of the Navy's talented workforce through initiatives such as Material Support Integration. This alignment of supply chain functions will increase efficiency and allow us to provide sustained and exceptional combat capability through logistics to our overseas, sea-going, and shore-based customers, especially as they engage in the Global War on Terror.

We are also continuing to focus on people through training and information sharing to keep our workforce up-to-speed and business savvy by implementing best practices such as Lean Six Sigma (L6S). I ask that you all enroll in the L6S 101 training, pursue developmental opportunities, and read up on the tenets of Sea Enterprise and the CNO's fiscal year 2006 guidance. Secretary Winter has noted that "people who believe in their mission are the Navy's (and ultimately COMFISCs') most valuable asset. Please stay informed and focused.

Finally, the Secretary's reference to Base Realignment and Closure is extremely relevant to the FISCs. We are in the midst of discussions with the Defense Logistics Agency concerning the realignment of certain supply and storage functions at industrial sites including the naval aviation depots and naval shipyards. As pro-



mulgation of the BRAC law ensues, we will approach the matter pragmatically and with a sensitivity to safeguarding Navy readiness. We will also be watching and participating in developments tied to the San Diego Broadway Complex, the home to COMFISCs headquarters; the establishment of Fleet Readiness Centers; and the roll-out of joint basing in various locations.

This will be an exciting year with much change and many key initiatives on the horizon. I am confident that the COMFISCs enterprise will play a significant role in advancing the SECNAV priorities.

Keep charging!

## Supply Chest

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## BRAC Corner... How do I find a job?

If your job is eliminated and there are no available positions at your installation, the uncertainty of what lies ahead can be very unsettling. This is especially true if you are not eligible or ready to retire. Even though job hunting can be stressful, help is readily available. Your HRO can tell you about workshops on resume preparation and interviewing techniques. If you're not sure what kind of a career to pursue, you can find help with skills assessment and career counseling. If you need to learn new skills, you may be eligible for retraining. There may also be job fairs available to you. Your HRO can also give you detailed information about job placement programs and other forms of assistance. If you're interested in continuing your DoD career, you should find out more about the following programs:

### **Priority Placement Program** (*Appropriated Fund employees only*)

The DoD Priority Placement Program (PPP) is the most effective placement program in the Federal service. If you're eligible, the PPP will provide mandatory placement rights for DoD vacancies that match your qualifications. Enrollment is voluntary until specific separation notices are issued. However, if you're entitled to severance pay, you must be registered for all DoD installations in your commuting area once you receive a specific separation notice.

If you're being separated, you may have the option to register for jobs outside of your current commuting area. If you accept a job that requires relocation, DoD will reimburse moving expenses within the limits allowed by the Joint Travel Regulations (JTR). Should you accept a job at a lower grade, your current pay will be preserved to the maximum extent permitted by regulations. PPP registrants who decline valid job offers are removed from the program. As explained later in this brochure, declining an offer within the commuting area may also end your entitlement to severance pay.

Your HRO is responsible for providing PPP counseling and registration assistance. Also, a DoD CARE Program specialist may visit your installation to conduct informational briefings and answer your questions.

### **Reemployment Priority List** (*Appropriated Fund & NAF employees*)

**Appropriated Fund Employees** — If you're being separated from a career or ca-

reer-conditional appointment, you may be eligible to register on the Reemployment Priority List (RPL). Referral through this program, which is separate from the PPP, gives you priority over certain non-DoD job applicants for DoD jobs within your commuting area. You may register as soon as you receive a specific RIF separation notice or a certificate of expected separation, but no later than 30 days after you're separated. Career employees remain on the RPL for up to two years from the date of registration; career-conditional employees, for up to one year. Your HRO will notify you of your RPL eligibility.

**NAF Employees** — Your supporting HRO will establish an RPL to provide placement assistance to eligible employees separated by BBA. The RPL is sent to all DoD NAF activities in the commuting area. Separated NAF employees have priority placement rights in the NAF activity from which they are separated, and priority consideration rights at other NAF activities in the commuting area. Eligible employees remain on the RPL for up to one year from the date of separation.

### **Job Exchanges** (*Appropriated Fund Employees only*)

Employees at closing bases may be able to exchange jobs with employees elsewhere who are, or soon will be, retiring. Your position must be identified as critical and expected to last for at least one year, and the exchange must be with an employee of the same grade. Your HRO can tell you if you're eligible and give you more information about job exchanges. If the installations involved both agree to an exchange, but are located in different commuting areas, your moving expenses will be paid.

If you're willing to consider employment with another federal agency, state government, or the private sector, get information about these programs:

### **Interagency Career Transition Assistance Plan** (*Appropriated Fund employees only*)

Employees separating by RIF, or as a result of declining relocation outside of the commuting area, can apply for jobs in other Federal agencies through the Interagency Career Transition Assistance Plan (ICTAP). This program, which is administered by the Office of Personnel Management (OPM),

requires agencies to give preference to well-qualified ICTAP applicants within the same commuting area before hiring other candidates from outside the agency. The ICTAP requires Federal agencies to publish information on all competitive service vacancies at [www.usajobs.opm.gov](http://www.usajobs.opm.gov). The application you submit must comply with all job announcement instructions, and a copy of your separation notice must be attached. Your ICTAP eligibility starts when you receive a specific separation notice. Eligibility continues for up to one year after separation, or up to two years if you have veteran's preference.

### **Outplacement Subsidy** (*Appropriated Fund employees only*)

Outplacement subsidies are used as an incentive for other Federal agencies to hire employees displaced by RIF or transfer of function. If you accept a job in another area, DoD may reimburse your new agency up to \$20,000 of your moving expenses. If your installation is offering this subsidy, you will receive information to include with your applications for jobs in other Federal agencies. Employees who decline valid job offers through the DoD PPP are ineligible for outplacement subsidies.

### **Hiring Preference for Contractor Jobs** (*Appropriated Fund & NAF employees*)

If your base is closing, you may have the right of first refusal for certain jobs with private contractors hired to prepare the installation for closure or to maintain it afterwards. Normally, these jobs are in the areas of environmental cleanup and restoration, utilities modification, roads and grounds work, security, and fire protection. Your HRO can tell you about these job openings and how to apply. If you're qualified, you'll receive preference for these positions.

### **Workforce Investment Act** (*Appropriated Fund & NAF employees*)

The Workforce Investment Act (WIA) is sponsored by the Department of Labor and administered by the various State Employment Security Agencies. Through the WIA, separating employees may be eligible for career counseling, testing, retraining, placement assistance, financial counseling, and other services. At BRAC installations, WIA assistance can begin up to 24 months prior to closure. You will be notified of your eligi-

*continued on next page*

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bility for WIA benefits by your HRO.

**Career One Stop** (*Appropriated Fund & NAF employees*)

This website provides a variety of job search tools, including America's Job Bank, America's Career InfoNet, and America's Service Locator. These tools were developed and are maintained through the Department of Labor in partnership with state workforce agencies, local workforce service delivery providers, education and training institutions, and private sector organizations. Go to [www.careeronestop.org/](http://www.careeronestop.org/) to familiarize yourself with these tools.

Some helpful hints:

- Participate as soon as you're eligible in all available job placement programs.
- Be proactive. Continue to apply for jobs on your own even if you've registered in these programs.
- Don't put restrictions on your mobility. If you're willing to move, you'll have more job opportunities and a much better chance of being placed.
- Don't limit your search. Include non-DoD Federal agencies, private industry, and state and local government.
- Make sure you list ALL of your skills and work experience on your job application or resume.
- Respond promptly to requests for additional information.
- Be ready to consider job offers seriously and respond quickly. This means keeping your family involved in the process, too.
- Keep your registration data current, and let the HRO know where and how you can be reached.



## NAVSUP Spiral 1.1 implementation delayed

Assistant Secretary of the Navy (Manpower and Reserve Affairs) William A. Navas, Jr., announced yesterday that the National Security Personnel System (NSPS) deployment schedule is changing and will affect a number of Department of Defense (DoD) employees in Spiral 1.1.

The number of Department of the Navy (DoN) employees originally slated for Spiral 1.1 is being reduced from 12,500 in 12 major commands to about 4,300 in six major commands. NAVSUP activities will be scheduled in later spirals with dates and specifics to be determined in the near future.

DoD and DoN NSPS program managers are working to make NSPS more results-oriented, simple, clear, and understandable, while continuing collaboration with national union representatives. Design finalization is anticipated to be completed in late February 2006.

NAVSUP NSPS Program Manager Ann Calkins is working closely with Enterprise NSPS project leaders to ensure NSPS preparations continue. Emphasis is currently on completion of "soft skills" training and determining how workforce positions fit within pay pools. NAVSUP leadership will continue to work with employees to identify goals and objectives to ensure support of NAVSUP's strategic plan and transformation efforts.

DoD and DoN NSPS program managers have said this is an events-driven implementation. They want to "take the time to do this right." Working together will help ensure a successful implementation. NAVSUP leadership will continue to communicate new developments as they occur. *Transformation in Brief* is one communication vehicle that will offer brief updates on the latest in NSPS.

For additional information, visit the NSPS Web site at <http://www.cpms.osd.mil/nsps/>

## NRMC Postal Clerks take on self-help projects to spruce up their surroundings



PC2 Anthony Lane, PC3 Rayford Sweats, PC1 Michael Hendricks, PCSN Andrew Chaney and PC2 Daniel Rodriguez spent about four days recarpeting and painting the Navy Regional Mail Center training room during a self-help project. They also renovated the Fleet Services area. That job included painting several walls and painting the floor. The entire job, covering approximately 2,000 square feet, was completed in a weekend.



## From the Fleet... Tax questions? Just ask a VITA

By *FLTCM(AW/SW) Jon R. Thompson*

What's a VITA? A VITA is a volunteer income tax assistant. Most commands throughout the Navy call upon volunteers to receive Internal Revenue Service (IRS) training to assist service personnel in filing their taxes. These income tax assistants provide an outstanding free service Sailors who need tax assistance. If you want to save some money, and avoid having to pay a private tax company to do your taxes, you should consider utilizing a VITA.

Before you gather up all your records and schedule an appointment, it's important to note what a VITA can and cannot help you prepare. Here's a quick list of what a VITA can prepare for you:

- 1040EZ
- 1040A with Schedule 1, 2, 3 & EIC
- 1040 with Schedule A, B, EIC & R
- 1040-V
- 1040-ES
- 2441 (Child and Dependent Care Credit)
- 8863 (Education Credits)
- 8812 (Additional Child Care Tax Credit)

Here's a quick list of what VITAs cannot prepare for you:

- Schedule C (Profit or Loss from Business)
- Complicated & Advanced Schedule D
- Schedule E (Rents and Losses)
- SS-5 (Request for Social Security)
- 2106 (Employee Business Expenses)
- 3903 (Moving)
- 8606 (Non-deductible IRA)
- 8615 (Minor's Investment Income)

I suspect most of you file the most popu-

lar IRS forms and a VITA can assist you. The VITAs use tax software used by nationally-recognized paid tax service centers. Each volunteer is trained enough to help you fill out your forms and also electronically file your taxes.

For all of us active duty Sailors, according to the Defense Finance and Accounting Service (DFAS), we should be able to access our W-2 forms via My Pay starting 21 January. Between now and then, you should gather up all your tax records, including 1099 statements and other receipts that may help you gain deductions. When it comes to taxes, you really can't be too organized.

Most of us electronically file our taxes these days, but there are some things to keep in mind that might save you a headache or two down the road.

First, hard copies of your returns are the most reliable protection. Relying on a tax software program to save each year's return is probably unwise. While the software is a great tool to prepare your return, you shouldn't rely on that program exclusively to save your tax return for the mandatory three years. The best and safest way to protect against computer bugs or crashes is to retain a hard copy of your tax return.

Without going into too much detail about potential deductions and different tax situations, I would recommend you go to the IRS website ([www.irs.gov](http://www.irs.gov)) and review some of the updated information. There is specific guidance for combat deployments, Hurricanes Katrina, Rita and Wilma, and a whole host of other factual information that might help you file correctly.

The only challenge I can offer when it comes to taxes is to tell the truth, keep copies, and plan early. For all of you who expect



a refund, it makes sense to me that you would want to file early. Once you get the refund, put that money in the bank or invest it...the earlier you get it, the more interest you can earn on that money.

I'll leave you with a final advertisement for our Sailors who serve as VITAs. No matter how smart you think you are when it comes to taxes, each year the tax laws change. Since our VITAs offer their service for free, and are trained by the IRS, what do you have to lose? I know many people who have tried to do their taxes themselves, only to learn later that a tax service was able to get them a larger refund by ensuring they received all the deductions they were entitled to. While taxes are inevitable, I would argue none of us want to pay more than our fair share. Take the time to make sure you get the deductions you are entitled to and then, if you are entitled a refund, invest that money so it works for you. Good luck Shipmates!

### CMDP from page 1

the NAVSUP community, while the USDA portion provided a broader perspective of federal workforce experiences," Smith said.

CMDP I participants also completed required NAVSUP-unique training like the NAVSUP Transformation Academy in Mechanicsburg and also the September 2004 Face-the-Fleet visit to Norfolk.

"CMDP was one of the most significant events in my career," said Bonnie Brown-Murphy. "I appreciate the opportunity given to me by NAVSUP. Through the entire process, we had an opportunity to hear directly from the decision-makers what direction NAVSUP is heading in. It really helped put all of the pieces together."

"Developing future leadership is vital to NAVSUP's ongoing

Transformation initiatives. It brings together our Supply Corps officers, supply enlisted, and civilians in a single supply community so that we can best serve the warfighter," Orner added.

"CMDP exposes you to the visionaries," explained Brown-Murphy. "I had the opportunity to work side-by-side for a week with (former) COMFISCs Executive Director, Elliot Fields. That was a real eye-opener. I was able to see first-hand the sacrifices our senior officers and senior civilian employees make on a daily basis. It gave me a greater understanding of everything they do."

The next opportunity to apply for the CMDP I program is April 2006. The program is designed for employees in grades GS-11 and 12 throughout the NAVSUP enterprise. Contact your training representative or go to the People tab on the Enterprise page of the MyNAVSUP Web site to obtain additional information.

## COMFISCs visits FISC Norfolk

Former FISC Norfolk Commanding Officer and current Commander, Fleet & Industrial Supply Centers (COMFISCs) Rear Adm. W. A. Kowba spent a day at FISC Norfolk recently. He received several briefings on current issues, visited outlying sites, and also took the time to present some awards to FISC Norfolk personnel. After presenting the awards, he spoke to the assembled employees about current issues within the NAVSUP community.



## MARMC Master Chief retires following 26 years of service



FISC Norfolk Executive Officer Capt. Robert Carter congratulates SKCM(SW/AW) Timothy W. Dyer after presenting him with the Meritorious Service Medal. Master Chief Dyer retired after 26 years of Naval service. He will make his new home in China Lake, Calif.



Rear Adm. W. A. Kowba congratulates Vanessa Kissel after presenting her with a beneficial suggestion award for her suggestion regarding MHE seat repair.



Rear Adm. W. A. Kowba congratulates Terri McGeein after presenting her with a certificate marking her completion of the three-year NAVSUP Intern Program.



Rear Adm. W. A. Kowba congratulates Darva Gruber after presenting her with a certificate marking her completion of the three-year NAVSUP Intern Program.



## Bravo Zulu



COMFISCs Rear Adm. W.A. Kowba congratulates Patricia Pritchett for her 30 years of government service.



COMFISCs Rear Adm. W.A. Kowba congratulates Marilyn Sneed for her 30 years of government service.



COMFISCs Rear Adm. W.A. Kowba congratulates Barbara Taylor for her 30 years of government service.



COMFISCs Rear Adm. W.A. Kowba congratulates Robert Anderson for his 35 years of government service.



Connie Hannah presents a CFC goalbuster plaque to FISC Norfolk Commanding Officer Capt. Tim Ross.



COMFISCs Rear Adm. W.A. Kowba thanks Bill Andrews for his Eagle Club CFC donation. Eagle donors contribute at least \$1,000 to CFC.



FISC Norfolk Commanding Officer Capt. Tim Ross and COMFISCs Rear Adm. W. A. Kowba posed with the 2005 CFC Patriot Level donors. Patriot Level Donors contribute at least \$500 to CFC. They are (left to right) David Cass, PC2(SW) Maria Roldan, Joseph Hurley, CTT1(SW) Rayan Hijazi, David Wiggs, Jose Padilla, Denise Willey, Paula Sawyer, and Robin Whitley.



FISC Norfolk Combined Federal Campaign (CFC) keyworkers helped the command exceed it's CFC fundraising goal for 2005. The goal was \$48,000, and \$51,501 was raised - 106 percent of the goal. Connie Hannah (front) coordinated the campaign for FISC Norfolk this year. Pictured are (front row, left to right) Julie Durka, Code 504; Val Anderson, Code 303; Bill Callahan, Code 430; Cathleen Bell, Code 400; Sandy Burke, Command Staff; PC2 Crystal Hammond; Junita James, Code 502; (back row, left to right) GM2(SW) Carlos Rivera; Pam Askew, Code 500; Jim Peace, Code 432; Mike Scozzafava, Code 300; and Jim Winthrop, Code 00C.

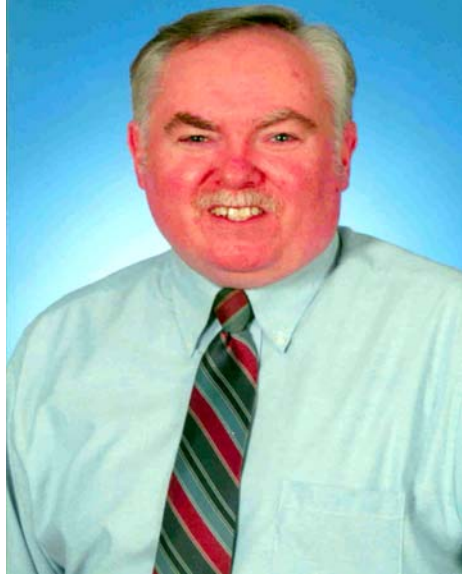


## Bravo Zulu

## Bravo Zulu



Michael Garris, ATAC deputy director, is the FISC Norfolk Supervisor of the Quarter.



Roger Scott, Code 405.21, Brunswick, ME, is the FISC Norfolk General Schedule Employee of the Quarter.



Juanita James, Code 502, is the FISC Norfolk Wage Grade Employee of the Quarter.



ATAC Code 502 and CRRC Code 506 is the FISC Norfolk Work Team of the Quarter. They are (kneeling) Aubrey Salley. (Front row left to right) Belinda Johnson, Betty West, Christine Barnes, Pattie Reid, Barbara Gatling, Juanita James, Lavone Barnett, and German Cabanez. (Back row left to right) Purisimo Filipinas, Herbert Silver, Michael Pigford, Cloyde Bracey, Wanda Daniels, Patti Davis, Mike Garris, Iris Bynum, Bill Alberry, and Bo Fuller. Not pictured are Bob Givens, Ron Hughes, Leslie Hawks, Howard Hill, and Price Leach.

### People of the Quarter nominees

All nominees received a time-off award. Also nominated for GS Employee of the Quarter were Vanessa Kissel, Code 431; Steven Craddock, Code 00PA; Wanda Daniels, Code 506; Glynnna Barcliff, Code 501.31; Brenda Ellie Temple, Code 515.321; Pam Askew, Code 500; Herman Collins, Code 401.4; and Patricia Campbell, Code 280.2C. Also nominated for Wage Grade Employee of the Quarter was Carl Ingle, Code 415.1. Also nominated for Work Team of the Quarter were Global Distance Support Center, Code 433; Voyage Repair Team, Code 501.31; and Contracting, Code 280.2. Congratulations to all.